

N.J. Department of Law and Public Safety Division of Consumer Affairs State Board of Marriage and Family Therapy Examiners **Professional Counselor Examiners Committee** 124 Halsey Street P.O. Box 45044 Newark, N.J. 07101

THE LICENSED COUNSELOR NEWSLETTER

Volume 1 Issue 1 Newsletter WINTER 2003

Welcome!

Dear Licensed Counselor:

Welcome to the first edition of *the Licensed Counselor Newsletter*. This is one of many attempts by the Professional Counselor Examiners Committee (herein referred to as the Committee) to improve communication with licensees, and to keep you updated on changes to the regulations as they occur. Currently, there are more than 3,000 licensed counselors (Licensed Professional Counselors, Rehabilitation Counselors, and Associate Counselors), making us one of the largest group of licensed mental health providers in the State of New Jersey.

This issue features:

- Committee member profiles
- Condensed meeting minutes
- Frequently asked questions
- An update on changes in regulations
- ❖ An article by a Committee member (this issue features some of Ed Stroh's views: "Counseling- the Profession and the Practice").

Please note that the names of licensees and the disciplinary actions taken by the Committee, will appear in future newsletter issues.

I want you to know that the members of the Committee, who receive no compensation for their time, work very hard and are the most professional group with whom I have ever served. While our primary charge is to protect consumers by creating and enforcing the regulations, we conduct our business with fairness and empathy, addressing ways to help you improve your practice. It is an honor for me to serve as a member of the Committee, and to have been selected by my colleagues to again serve as its chairman.

Sincerely,

J. Barry Mascari, M.S., L.P.C.

Inside_

The Professional Counselor
Examiners Committee Page 2
Consumer Tips Page 3
Know Your Committee Page 3
Counseling - The Profession
and the Practice Page 4
A Special Thank You Page 4
Meet the Committee
Members Page 5
Professional Disclosure and
Informed Consent Page 6
Professional Counselors
Continuing Education Page 6
Sexual Misconduct Page 7
Ethical Practice: Avoiding Actions That
Can Lead to Complaints Page 7

Professional Counselor Examiners Committee

James E. McGreevey

Governor

Peter C. Harvey

Attorney General

Reni Erdos

Director

Committee Members

Abbey F. Bradway, M.S., L.P.C. Jerry Cohen, M.A., L.P.C. J. Barry Mascari, M.S., L.P.C. Ronald Rosell, M.A., L.R.C. Edward W. Stoh, Ph.D., L.P.C

Elaine L. DeMars

Executive Director

Celeste Sweeper

Licensing Supervisor

Office Staff

Jane Cofone

Theresa Harvey

Vivian Lopez

The State Board of Marriage and Family Therapy Examiner's Professional Counselor Examiners Committee Newsletter is a publication of the State Board of Marriage and Family Therapy Examiners, Division of Consumer Affairs, 124 Halsey Street, PO Box 45044, Newark, NJ 07101, (973) 504 – 6582. This newsletter is published for the licensees of the Professional Counselor Examiners Committee. Board office hours are 9:00 a.m. to 5:00 p.m., Monday through Friday. Board meetings are the 1st Thursday of each month beginning at 9:30 a.m.

The Professional Counselor Examiners Committee

The Professional Counselor Examiners Committee was established on December 10, 1997 (pursuant to N.J.S.A. 45:8B-34 et seq.) to function as a committee of the State Board of Marriage and Family Therapy Examiners. The Committee consists of six residents of New Jersey, four of whom are licensed professional counselors engaged primarily in the practice of counseling, one of whom is a licensed professional counselor engaged in teaching, training or research in counseling, and one of whom is a licensed rehabilitation counselor primarily engaged in the practice of rehabilitation counseling. The members are appointed by the Governor.

Regular meetings of the Committee are held on the first of every month at 124 Halsey Street, Newark, New Jersey, beginning at 9:30 a.m.

The purpose of the Committee is:

- to protect the health, safety and welfare of the people of New Jersey;
- to regulate the practice of professional counseling and rehabilitation counseling; and
- to take action against the unprofessional, improper, unauthorized or unqualified practice of professional counseling and guard against unprofessional conduct by the licensed individuals who practice professional counseling.

How does the Committee accomplish its purpose?

The Committee protects the public by:

- making sure all professional counselors meet the requirements set by statute:
- investigating and prosecuting professional counselors who break the State's consumer protection laws; and
- requiring all professional counselors to be licensed and to renew their licenses biennially.

How do professional counselors become licensed by the State?

A person applying for licensure as a professional counselor submits an application showing that he or she is at least 18 years of age and is of good moral character.

Applicants must have a minimum of 60 graduate semester hours in a planned educational program, which includes a master's degree or doctorate in counseling from a regionally accredited institution of higher education, of which 45 graduate semester hours are distributed in eight of nine core course work areas. Applicants must have at least three years of supervised full-time counseling experience, one year of which may be obtained prior to the granting of the master's degree. An applicant may eliminate one year of the required supervised counseling experience by substituting 30 graduate semester hours, beyond the master's degree, if those graduate semester hours are clearly related to counseling and are acceptable to the Committee. The applicant must pass the National Counselor Examination of the National Board for Certified Counselors. Detailed information on the requirements for licensure may be found in the statute N.J.S.A. 45:8B-34.

What are the rights of a consumer if there is a complaint about a professional counselor?

Every consumer has the right to file a complaint against a professional counselor either by writing to the mailing address below, or by filling out and submitting

the online complaint form for the Professional Counselor Examiners Committee, which may be found by logging onto the Internet and going to:

www.NJConsumerAffairs.com/medical.htm#marr4.

State of New Jersey

State Board of Marriage and Family Therapy Examiners Professional Counselor Examiners Committee

P.O. Box 45044

Newark, NJ 07101

How are complaints resolved?

If the complaint is within the Committee's jurisdiction:

- the complaint may be referred to an investigator who may contact the consumer for additional information;
- the professional counselor will be asked to respond to the concerns; and
- the Committee will evaluate the complaint and the professional counselor's response to determine if the complaint involves a violation of the law.

What happens next?

- If the Committee determines that a violation has occurred, it may issue a reprimand, or revoke or suspend the license of the professional counselor. The Committee may impose monetary penalties or take other appropriate action.
- During disciplinary proceedings, licensees may be represented by an attorney and are given the right to demonstrate their compliance with the law. Once the Committee has taken action against a licensee, he or she has the right to appeal the action.

Consumer Tips

- Before visiting a professional counselor, call the Committee at 973-504-6582 to make sure the individual is currently licensed and in good standing.
- The Committee can also provide you with a professional counselor's date of licensure, license number and business address. The Online Licensee Directory will provide you with the professional counselor's license number, business address, and the status of the counselor's license.
- Ask if the Committee has taken any public disciplinary actions against the professional counselor. Public actions on file with the Committee include: filed complaints from the Division of Law, consent orders or final orders imposing the revocation of licenses, and other public disciplinary or remedial actions taken against a professional counselor such as a suspension, reprimand, probation or fine.
- If possible, select a professional counselor the way you would a physician, lawyer or dentist: Ask those you know and trust to make a recommendation.

If you have any questions, you may contact the Professional Counselor Examiners Committee at 973-504-6582, or via e-mail at: <u>AskConsumerAffairs@lps.state.nj.us.</u>

Know Your Committee

The Professional Counselor Examiners Committee consists of six residents of New Jersey, four of whom are licensed professional counselors engaged primarily in the practice of counseling, one of whom is a licensed professional counselor engaged primarily in teaching, training or research in counseling, and one of whom is a licensed rehabilitation counselor primarily engaged in the practice of rehabilitation counseling.

Members of the Committee

Licensed Professional Counselor members engaged primarily in the practice of counseling

Abbey F. Bradway, M.S., L.P.C. Jerry Cohen, M.A., L.P.C. Edward W. Stroh, Ph.D., L.P.C.

Licensed Professional Counselor member engaged primarily in teaching

J. Barry Mascari, M.S., L.P.C.

Licensed Professional Counselor member engaged primarily in the practice of rehabilitation counseling

Ronald Rosell, M.A., L.R.C.

State Board of Marriage and Family Therapy Examiners Professional Staff and Professional Counselor Examiners Committee Staff

Elaine L. DeMars, Executive Director (973)504-6582 or (973)504-6415

Celeste Sweeper, Licensing Supervisor (973)504-8054

Jane Cofone, Administrative Clerk (973)504-6582

Theresa Harvey, Administrative Clerk (973)504-6582

Vivian Lopez, Administrative Clerk (973)424-8185

COUNSELING - THE PROFESSION AND THE PRACTICE

By Edward W. Stroh, Ph.D. (Member – Professional Counselor Examiners Committee)

I have been asked on several occasions during my term on the Professional Counselor Examiners Committee to accurately define the term "counselor," or to provide a precise definition of the counseling profession as a whole. It seems that many people are unsure about how counseling differs from other "helping" professions or how the practice of a counselor can be identified as a differentiated practice among mental health providers. I am not sure that I can demarcate the boundaries of counseling and the limits of the duties and responsibilities of a counselor, but I will make an attempt. I prefer to identify with those who define counseling as a process and the counselor as a facilitator.

The process of counseling begins with the building of a counseling relationship that the counselor nurtures into a foundation of trust and confidence between two or more people. In this secure atmosphere, the counselor and client proceed to develop an understanding of the issues at hand, explore and determine strategies designed to meet needs, consider the ecology of possible solutions, and cooperatively engage in a chosen plan of action. The counselor and client share experiences that the counselor endeavors to understand in order to identify components of strength that characterize the client and hold the promise of growth.

Succinctly stated, counseling is a profession in which practitioners help people to lead more effective lives. What counselors do to accomplish this, how they do it, and where they do it begins to describe the special settings in which counselors practice. Regardless of practice settings, however, all counselors share the same core competencies. Both the Council for Accreditation of Counseling and Related Educational Programs (the accrediting body affiliated with the American Counseling Association), and the New Jersey Professional Counselor Licensing Act strongly put forth the idea that a practitioner is a counselor first and a specialist second. So whether the setting is a school, university, community agency, geriatric facility, family counseling center, career center, mental health individual or group practice, or rehabilitation clinic for medical or addictions recuperation and convalescence, counselors help restore people to optimal functioning in their daily lives.

Counseling relationships and counseling processes can help form a preventive perspective so that clients are assisted in avoiding situations and events that could result in harm or impede their growth. The relationship and process of counseling can also help people when they assess the growth and progress in their lives. More commonly, counseling helps people who are experiencing difficulties in life that cannot be remedied without the caring support and guidance in problemsolving that a counselor can provide.

Any person who has been licensed as a professional counselor carries a heavy responsibility for the personal welfare of clients. Although this statement includes counselors in all settings, the private practitioner carries the responsibility to yet a higher level. In institutional work settings such as a school,

agency, hospital or rehabilitation center, there is the assumption that the institution has its own checks, balances and supervision resources to adequately protect the consumer of mental health services. Private practitioners are, by definition, on their own. There is no immediate supervision resource on site, and the private practitioner must feel comfortable and confident in this role. The client must be assured that his or her hopes for effective living in the future are in the hands of an expert who will do everything in his or her power to help in this time of need and vulnerability.

An ethical counselor adheres to standards of practice which have been both established by law and published by the professional counseling organizations (i.e., the American Counseling Association and the National Board for Certified Counselors) An ethical counselor will engage only in those counseling activities and strategies that fall within his or her personal background of adequate training, supervision and experience. In the circumstance that the needs of the client can only be met with supervision, consultation or intervention from or with other professionals, it behooves the counselor to seek supervision and consultation, or to refer and direct the client to these other professionals. I need to underscore this advice in the strongest possible terms. The private practitioner who works within the guidelines of proper practice is protecting his or her client from possible harm and is doing everything in his or her power to help the client regain optimal functioning and to experience effective living. This is what counseling is all about!

As a final note, I would like to say a word about our vocation as a profession. A profession is usually defined as the calling in which one engages using a body of specialized knowledge. Although counselors have been in existence since 1904, it is only within the last 30 years or so that counseling has evolved and can truly be called a profession. As other professions have done, counseling has molded a body of specialized knowledge from the related disciplines which came before it. Our body of knowledge has been specially created from the disciplines of psychology, education, sociology, anthropology and economics. Counseling is still evolving and counselors continuously seek to expand their skills to maximize the help they can provide to people in need of assistance.

A Special Thank You

The Committee wishes to publicly thank Connie Todd for her efforts as a member of the Committee for the past two years. Connie is a National Certified Counselor with a career specialty. Unfortunately, due to job conflicts, she was unable to continue as a member of the Committee. Her presence will be sorely missed.

Connie continues her work at Georgian Court College. She will undoubtedly continue with her hobbies of cooking and sewing. Connie also has three wonderful children who have provided her with seven beautiful grandchildren.

The Committee wishes her continued good health and happiness.

MEET THE COMMITTEE MEMBERS



Jerry Cohen, M.A., L.P.C.

Education and Certifications
M.A. - Counseling
National Certified Counseling
National Certified School Counselor
National Certified Career Counseling
Work experience

Current: Private practice specializing in Career Counseling, Long Valley, New Jersey

Previous positions: Retired School Counselor,

Cooperative Education Coordinator

Research and development, and quality control in the food processing industry.

Professional association background

Former president, New Jersey Career Development Association Memberships N.C.D.A.



Ronald Rossell, M.A., L.R.C.

Education
B.A. - LaSalle University, 1961
M.A. - Temple University, 1968

Work experience
Manager, State of New Jersey
Division of Vocational Rehabilitation

Certifications and Professional association background
Certified by and a member of the Commission on
Rehabilitation Counselor Certification

Licensed Rehabilitation Counselor, 1998, New Jersey



Edward Stroh, Ph.D., L.P.C.

Mental Health specialty

Education and Certifications

Ph.D. - Counseling, Florida State University,

Talahasse, Florida

M.A. - Counseling, Montclair State University Certified Clinical Mental Health Counselor

National Certified Counselor

National Certified Career Counselor

Master Practitioner, Neuro-Linguistic Programming

Work experience

Current: Assistant Professor, Counselor Education Program, Kean University

Private practice, Morris County, New Jersey

Previous position: Guidance Director, River Dell High School

Professional association background

Former president, New Jersey Counseling Association Memberships N.J.C.A., A.P.A., A.M.H.C.A., A.C.

Family three children, seven grandchildren

Hobbies music, theatre



Abbey Bradway, M.S., L.P.C.

Mental Health Specialty

Education & Certifications

M.S. - Counseling, Neumann College, Ashton, Pennsylvania, Certified Imago-Relationship Therapist

Work experience

Current: Private practice, Vineland, New Jersey

Previous positions: Executive Director, Vinceland Regional Counseling Services

Professional association background

Former president, New Jersey Mental Health Counselors Association

Memberships N.J.C.A., N.J.M.H.C.A., A.M.H.C.A.

Hobbies Snorkling, crossword puzzles



J.Barry Mascari, M.S., L.P.C.

Mental Health & Addiction Specialties

Education and Certifications

M.S. - Counseling, University of Bridgeport,
Connecticut

Currently enrolled in the Doctoral Program, Argosy University, Sarasota, Florida

Certified Clinical Mental Health Counselor

National Certified Counselor

Master Addictions Counsleor

National Certified School Counselor

Certified Alcohol and Drug Counselor

Certified Prevention Specialist

Work experience

Current: District supervisor, Counseling and Student Services, Clifton Public Schools, private practice, training and consulting, Bernardsville, New Jersey

Previous positions: Faculty member, Kean and Seton Hall Universities

Student assistance counselor in a public high school

Consulting clinical supervisor, outpatient drug treatment program

Director, statewide prevention agency

Coordinator, outpatient drug treatment and family crisis program

Professional association background

Current: Chair, American Association of State Counseling Boards, Sub-Commission on Internet Counseling

Previous: Co-author of the current counselor licensing law

Former president, New Jersey Counseling Association

Former president, New Jersey Mental Health Counselors Association

Founding board member, New Jersey Council on Divorce Mediation

Memberships N.J.C.A., N.J.S.C.N., N.J.M.H.C.A., A.C.E.S., N.J.S.CA., A.S.C.A.

Hobbies Cooking, Aiki Jiujutsu, photography, and swimming

PROFESSIONAL DISCLOSURE AND INFORMED CONSENT

By J. Barry Mascari, M.S., L.P.C. - Mental Health & Addictions Specialties Chair, Counselor Examiners Committee

Licensed professional counselors (L.P.C.'s) frequently ask the following questions. "What materials am I required to provide my clients?" The answer to the question is that you must display your license along with information about how to file a complaint. The current regulations do not specify requirements or prohibitions for advertising, listing credentials, or providing clients with information about the procedures used by the L.P.C. However, in the future, more specific requirements may be included.

In spite of the vagueness in certain areas of the regulations, the American Counseling Association's *Code of Ethics and Standards of Practice* provides specific direction in areas such as disclosure, the use of degrees and advertising. Therefore, an L.P.C. may not be in violation of the law but may still be engaged in the unethical practice of counseling. During investigative inquiries conducted by the Professional Counselor Examiners Committee, a number of L.P.C.'s appeared to be unfamiliar with the *A.C.A. Code of Ethics* which is, in itself, unethical.

Section A.3.a of the *A.C.A. Code of Ethics* clearly delineates professional disclosure to clients which includes methods, risks, the right to refuse a recommended service, and so on. It is strongly recommended that counselors read the entire code, specifically Section A: The Counseling Relationship.

Many counselors have expressed the belief that not putting some things in writing is a means of protecting themselves from lawsuits. However, nothing could be farther from the truth. Lawyers consistently remind us that "if it is not in writing, it never happened." Therefore, professional disclosure information given to clients is best provided in writing, followed by the client's signature on the document for your file. This is called "informed consent" because you can document that the client was informed about the procedures and has given consent. Memories fade, but documents kept in a client's file can help refresh his or her memory.

Clients who file complaints are often disgruntled because they have not received adequate disclosure regarding what will take place during the counseling process, and had no opportunity to provide informed consent. Place yourself in the client's position. When something happens in a session that surprises a client, he or she feels deceived and may file a complaint. This could have been avoided if the client was advised of the procedure beforehand.

The other area of disclosure involves the use of credentials and degrees. If your degree is not in counseling, the A.C.A. Code states that you MAY NOT use this in connection with your practice. This misleads clients into thinking that you have a doctorate in the field and is, again, unethical.

This article is intended to encourage further study of the *A.C.A. Code of Ethics*. As with all laws or codes, ignorance is no excuse. To reiterate some of the key points:

- read the A.C.A. Code of Ethics thoroughly
- display your license and information about making complaints in a prominent place
- provide clients with a written description of procedures, fees and privacy rights, with a signed copy placed in the client's file
- disclose your training and background and do only what you were trained to do
- be conscious of your advertising, use of titles, certifications and degrees so that they are not misleading to the consumer.

Remember, we refer to what we do as a "practice" because we are never quite good enough or knowledgeable enough. We have to work at what we do so that our clients have an opportunity to work with the best counselor possible. And that takes practice.

Professional Counselors Continuing Education

Regulations (N.J. A.C. 13:34-15): Summary

These regulations specify the requirements for license renewal and continuing education requirements as listed below.

- Must complete 40 contact hours of continuing education during the biennial review period (herein referred to as the two-year period which precedes the renewal).
- At least five of 40 hours must be in the ethical and legal standards of the profession.
- Licensees earning more than 40 hours during the two-year period may carry 10 contact hours into the next two-year period.
- Licensees with specialty permits must satisfy the N.B.C.C. (National Board for Certified Counselors) requirements. These hours may be applied to the 40hour requirement.
- The following are acceptable sources of continuing education:
 - Courses or programs approved by the National Board for Certified Counselors; the American Counseling Association; the American Psychological Association; the American Psychiatric Assocition; the National Association of Social Workers; theAmerican Association of Marriage and FamilyTherapy; the Commission on Rehabilitation Counselors Certification; the American Orthopsychiatric Association; the American Medical Association; the American Nursing Association; the National Associationof Alcoholism and Drug Abuse Counselors; or member boards of the International Certification and Reciprocity Consotium/Alcohol and Other Drug Abuse, Inc.

continued on next page...

- Teaching or completing graduate coursework at a regionally accredited institution of higher education.
- Authoring a refereed article published in a professional journal during the two-year period.
- Presentation of a course or program approved by one of the organizations previously listed.
- * Acceptable content areas include:
 - · Counseling theory and practice
 - The helping relationship
 - Human growth and development and maladaptive behavior
 - Lifestyle and career development
 - Group dynamics, processes, counseling and consulting
 - Appraisal of individuals
 - Social and cultural foundations
 - · Research and evaluation
 - The counseling profession
- Calculation of continuing education hours:
 - One contact hour means a 60-minute session with a maximum10-minute break.
 - Fifteen contact hours for each semester course credit beyond those required for licensure.
 - Teaching a NEW graduate course means a licensee shall receive 15 hours for each credit awarded ("new" means not previously taught).
 - Four contact hours for each journal article published to a maximum of eight hours.
 - One and one-half hours for each hour of a NEW presentation to a maximum of nine hours.
- Documenting continuing education:
 - Counselors shall retain documentation and submit this to the Committee at its request.
 - Attendance verification shall include a certificate or statement from the instructor including the name of licensee, the sponsor, the title, location, and date of the course/program, signature of the program official, and the number of continuing education hours.
 - For other hours, the following documents are required:
 - Publications a copy of the article.
 - Course or program presentations copies of the program, syllabus, bibliography, course outline, and verification from the academic institution that this course was "new."
- Documentation must be retained for five years following the renewal period.
- Falsification may result in disciplinary measures, including the suspension of the license.
- The Committee may reject any hours not relevant to the profession.

- The Committee may waive requirements for an individual for good cause.
 - Waivers require the submission of compelling reasons to the Committee, in writing.

Sexual Misconduct

Regulations (N.J. A.C. 13:34-28.3): Summary

Prohibitions identified in the regulation are listed below:

- Prohibits sexual contact with clients.
- Prohibits sexual harassment in connection with the counselor's position or outside of the counseling setting.
- Prohibits soliciting or having sexual contact with former clients, students, supervisees, and research subjects for 24 months following the professional relationship.
- Limits discussion of sexually explicit subjects with clients unless the discussion is directly related to the client's treatment.
- Limits the counselor's disclosure of his or her own sexual relations or relationships.
- Prohibits counseling former or current sexual partners.
- Prohibits engaging in any activity in which the activity leads a "reasonable" person to believe that it is for the purpose of sexual arousal or gratification.
- Prohibits soliciting, accepting or participating in sexual contact in exchange for professional services.

Ethical Practice: Avoiding Actions That Can Lead to Complaints

The primary motivating force for the creation of the Division of Consumer Affairs in 1971 was to initiate a coordination of consumer protection efforts. To that end, each professional and occupational licensing board is mandated by the respective enabling statutes to provide the consuming public with the mechanisms to obtain information about the qualifications of licensed practitioners and to provide reasonable assurance for oversight of the profession.

As with all professional boards, the Professional Counselor Examiners Committee is responsible for the review of all complaints submitted by a consumer against a licensed professional, rehabilitation and/or associate counselor. The Committee is diligent in this responsibility and conducts a thorough and balanced review in order to respond to and resolve complaints.

continued on next page...

continued from page 7....

To avoid the most common errors (or omissions) made by licensees that can lead to a complaint being filed and, in some cases, a recommendation to take disciplinary action by the Committee:

- Provide sufficient notice of fees and billing procedures during the initial contact of the professional relationship.
- * Reports and/or evaluations should be provided for individuals with whom there has been a one-to-one session. In the case that you must complete a report based on information provided by a third party, that fact must be clearly stated on the report. It is recommended that language such as, "Mrs. Smith reports that..." or "the children said that...," be used to clarify the source for the first-hand information and the perspective of the report.
- Advertising or offering a specialized service is only permitted by those who have been qualified and certified in that area of expertise. In response to complaints involving such specialized service, the Committee requires documentation to prove specialty qualifications.
- Thorough and accurate use of C.P.T. and other diagnostic codes must be utilized in the submission of claims for thirdparty reimbursement. All allegations of insurance fraud are referred to the Insurance Fraud Prosecutor.

- Diligence is required to maintain clear and accurate notes and client files. Inadequate record keeping is considered to be poor professional practice and is unacceptable to the Committee.
- Immediately inform a client of any personal views or beliefs that may prevent your impartiality in providing guidance. If you have a client who requests advice and you know that your personal, moral or religious views will influence that advice, inform the client and provide a referral to another professional.
- ♣ Personal relationships with clients are strictly prohibited. Every aspect of the client counselor relationship must be treated with the highest professional integrity. Avoid any interaction that might be interpreted as inappropriate or unprofessional. Practitioners are prohibited from entering into a professional relationship with a prospective client with whom there is a current (see N.J.A.C. 13:34-28.3) personal relationship.

Any questions regarding the above information should be directed to the Committee in writing.



This newsletter was printed on recycled paper.



New Jersey Department of Law & Public Safety

